



## Democratic Services

**Location:** Phase II  
**Ext:** 0833  
**DDI:** 01895 25 0833  
**My Ref:** CMD 279

**To:** **COUNCILLOR JONATHAN BIANCO**  
**CABINET MEMBER FOR PROPERTY AND**  
**INFRASTRUCTURE**

**COUNCILLOR MARTIN GODDARD**  
**CABINET MEMBER FOR FINANCE**

c.c. All Members of the Corporate, Finance and  
Property Select Committee  
c.c. Kayleigh Richardson, Infrastructure, Transport  
and Building Services  
c.c. Ward Councillors for Charville, Brunel and West  
Ruislip  
c.c. Conservative and Labour Group Offices  
(inspection copy)

**Date:** 16 September 2021

## Non-Key Decision request

## Form D

### Property Works Programme 2021/22: Replacement of Communal Boilers at Abbotts RFC and Breakspear Crematorium and the Replacement of Domestic Boiler at Merrimans House Residential Care Home

Dear Cabinet Member

Attached is a report requesting that a decision be made by you as an individual Cabinet Member. Democratic Services confirm that this is not a key decision, as such the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 notice period does not apply.

You should take a decision **on or after Friday, 24 September 2021** in order to meet Constitutional requirements about publication of decisions that are to be made. You may wish to discuss the report with the Corporate Director before it is made. Please indicate your decision on the duplicate memo supplied, and return it to me when you have made your decision. I will then arrange for the formal notice of decision to be published.

Jack Roberts  
Democratic Services Apprentice

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**Title of Report: Property Works Programme 2021/22: Replacement of Communal Boilers at Abbotts RFC and Breakspear Crematorium and the Replacement of Domestic Boiler at Merrimans House Residential Care Home**

**Decision made:**

**Reasons for your decision:** (e.g. as stated in report)

**Alternatives considered and rejected:** (e.g. as stated in report)

Signed .....Date.....

*Cabinet Member for Property and Infrastructure / Cabinet Member for Finance*

## CAPITAL RELEASE REPORT (August 2021)

**SERVICE AREA / PROGRAMME: Property Works Programme 2021/22: Replacement of Communal Boilers at Abbotts RFC and Breakspear Crematorium and the Replacement of Domestic Boiler at Merrimans House Residential Care Home**

**RELEASE NO: 12**

<b>Cabinet Member(s)</b>	Councillor Martin Goddard Councillor Jonathan Bianco
<b>Cabinet Portfolio(s)</b>	Cabinet Member for Finance Cabinet Member for Property & Infrastructure
<b>Officer Contact(s)</b>	Kayleigh Richardson, Infrastructure, Transport and Building Services
<b>Papers with report</b>	Appendix A with capital release requests for approval

## HEADLINES

<b>Summary</b>	This report seeks Cabinet Member approval to recommendations to approve the capital release for the replacement of communal boilers at Abbotts RFC and Breakspear Crematorium and the Domestic Boiler at Merrimans House Residential Care Home.
<b>Putting our Residents First</b>	This works is consistent with the Council's strategy for providing property assets that are fit for purpose, sufficient and suitable for the provision of services to the public. The works will also lead to a reduction in corporate risk and remove a possible threat to the Council's reputation.
<b>Financial Cost</b>	This report seeks the release of £25k from the Property Works Programme (PWP) 2021/22 capital budget for the replacement of the communal boilers at Abbotts RFC and Breakspear Crematorium and the domestic boiler at Merrimans House Residential Care Home. The works will commence upon the release of funds and are due for completion thereafter.
<b>Relevant Select Committee</b>	Corporate, Finance and Property Select Committee
<b>Relevant Ward(s)</b>	Charville, Brunel, West Ruislip

## RECOMMENDATIONS

**That the Cabinet Member for Finance and Cabinet Member for Property & Infrastructure agree to the capital release requests of £25k from the Property Works Programme (PWP) 2021/22 capital budget for the replacement of communal boilers at Abbotts RFC and Breakspear Crematorium and the replacement of the domestic boiler at Merrimans House Residential Care Home. (Appendix A)**

### Reasons for recommendation

The existing boilers at Abbotts RFC, Merrimans House Residential Care Home & Breakspear Crematorium are now increasingly difficult to maintain due to unavailability of spare parts, rendering them uneconomical to repair and effectively obsolete. The boilers on site have already been isolated and non-operational and they are in a very poor condition. Industry standards suggest that with regular servicing and maintenance, communal boilers have a typical life expectancy of around 15-20 years. The boiler at Abbotts RFC and Breakspear Crematorium are estimated to be 30+ years old, operating beyond their serviceable life, outmoded and inefficient when compared to modern equipment.

### Alternative options considered / risk management

Continue to maintain the plant with whatever spares are available and / or have bespoke parts manufactured. This may see the plant inoperative whilst parts are found or manufactured, leaving vulnerable young people and residents without heating or hot water for extended periods of time.

### Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

1. Abbotts RFC is a community sports club based in Hayes. Abbotts RFC is connected to a communal heating system incorporating a gas fired boiler plant providing heating and hot water.

The Council aims to replace the boiler plant urgently as the system is non-operational and the building is without hot water as the boiler has failed beyond repair due to part availability.

2. Merrimans House is a Residential Care Home based in Uxbridge. Merrimans House has a communal boiler plant and a larger output domestic boiler which serves the laundry room and 3 resident bedrooms. The domestic boiler is confirmed as unsafe, due to spillage and the unavailability of parts, rendering the boiler obsolete.

The Council aims to replace the domestic boiler immediately as the system is non-operational.

3. Breakspeare Crematorium, Ruislip. Breakspeare Crematorium has a communal boiler plant which is served by one communal boiler only which has failed beyond repair due to part availability.

The Council aims to replace the communal boiler urgently as the system is non-operational.

It is proposed to replace the existing non-condensing boilers with an efficiency rating of 79.9% with modern high efficiency condensing gas fired boiler which are A rated at 95.6% efficient. Quotations have been received from the existing term gas maintenance contractor and the cost for the provision of the 3 no. sites is £24,768.

The overall cost of the project at Abbotts RFC, Merrimans House & Breakspeare Crematorium is shown in Table 1 below.

Table 1: Abbotts RFC, Merrimans House & Breakspeare Crematorium - Replacement communal / domestic boiler and hot water services Cost Plan

Item	Project Cost (£)
Abbotts RFC - Replacement Communal Boiler	10,389
Merrimans House – Replacement Boiler	2,950
Breakspeare Crematorium – Replacement Communal Boiler	8,198
Project Contingency (10%)	2,154
Internal Fees (5%)	1,077
<b>Total Project Cost</b>	<b>24,768</b>

## Financial Implications

### Property Works Programme Revised Budget £2,634k, Previously Released/Pending Release £1,311k, Capital Release Requested £25k – Appendix A

The 2021/22 capital programme, approved by Cabinet and Council in February 2021, included a budget for the Property Works Programme (PWP) of £1,152k. Cabinet, in June 2021, approved the re-phasing of £1,389k of the unspent 2020/21 budget into 2021/22. £33k allocation from the S106 Carbon Saving Contributions of £33k for Charville Lane Children's Home Lighting Upgrades and £60k for Breakspeare Crematorium were approved on the 26<sup>th</sup> July 2021 with the decision coming into effect on the 2<sup>nd</sup> August 2021. This gives a revised budget of £2,634k, funded mainly from Council resources.

Previously, £1,311k has been released or is included in a release report in preparation (up to Release No 11) from the Property Works Programme 2021/22 capital budget.

This report is seeking the release of £25k for the replacement of the existing non-condensing boilers which have an efficiency rating of 79.9% with modern high efficiency condensing gas fired boilers which are A rated at 95.6% efficiency at Abbotts RFC, Breakspeare Crematorium and Merrimans House Residential Care Home. The release request is based upon the quoted costs

from the Council's term contractor for gas maintenance and includes a project contingency of 10% of the quoted cost, and internal project management fees of 5% of the quoted cost.

The remaining £1,298k of the PWP 2021/22 budget will be allocated to projects as and when required, subject to the capital release procedure.

## RESIDENT BENEFIT & CONSULTATION

### **The benefit or impact upon Hillingdon residents, service users and communities?**

The boiler replacement works and associated equipment will eliminate the risk of not being able to supply sufficient services in the event of a failure. This will have a beneficial ongoing effect on the health and welfare of the residents and vulnerable young people at these locations.

### **Consultation carried out or required**

None required.

## CORPORATE CONSIDERATIONS

### **Corporate Finance**

Corporate Finance has reviewed this report and concurs with the financial implications set out above, noting that the recommended action to agree a release of £25k for the replacement of the existing non-condensing boilers with an efficiency rating of 79.9% with modern high efficiency condensing gas fired boiler which are A rated at 95.6% efficiency at Abbots RFC, Breakspear Crematorium and Merrimans House Residential Care Home will be funded from the 2021/22 approved revised Property Works Programme capital budget.

### **Legal**

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to section 2 of the Health & Safety at Work etc Act 1974

Thus, there are no legal impediments to the capital release being authorised, although any contract that is entered into must comply with the Council's Procurement and Contract Standing Orders.

## CAPITAL RELEASE PROTOCOL

The release of all capital funds, and certain revenue funds, held by the Council is to be made by a formal democratic decision. No expenditure can be placed or committed by officers until this formal approval is given by Democratic Services. Release of funds must be for identified projects only and strictly not for general release of funds for projects to be identified at a later date. No block releases of capital will be allowed, except if authorised by the Leader of the Council in advance to Corporate Finance. The release of funds will only be made if previous Council, Cabinet

or Cabinet Member agreement has been given to the project and only if there is an approved budget. No contract should be signed until clearance is given to the release of capital funds by way of the formal decision-making process detailed below.

## BACKGROUND PAPERS

NIL.

## CAPITAL RELEASE APPENDIX A

### Property Works Programme 2021/22: Communal Boiler Plant Refurbishment Programme – Replacement of Communal Boilers at Abbotts RFC and Breakspear Crematorium and the Domestic Boiler at Merrimans House Residential Care Home Release No 12

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Abbotts RFC	Communal boiler replacement	Replacement of communal boiler at Abbott RFC	12			
Merrimans House	Domestic boiler replacement	Replacement of domestic boiler at Merrimans House	3.5			
Breakspear Crematorium	Communal boiler replacement	Replacement of communal boiler at Breakspear Crematorium	9.5			
<b>Total seeking release</b>			<b>25</b>			
<b>Previously / Pending released</b>			<b>1,311</b>			
<b>Budget</b>			<b>2,634</b>			
<b>Remaining budget</b>			<b>1,298</b>			